

GOVERNMENT OF ANDHRA PRADESH  
ABSTRACT

Bills – Fixation of Schedule for presentation of bills and issue of cheques relating to works programmes / schemes etc., at Pay and Accounts Offices (W&P) / Asst., Pay and Accounts Offices (W&P) – Modification Orders – Issued.

**FINANCE (WORKS & PROJECTS) DEPARTMENT**

G.O.Ms.No. 6

Dated 03-08-2012

**Read the following:-**

1. G.O.Ms.No.162, F&P (FW:TFR-I) Dept., dt.18-9-1992.
2. Memo.No.3116-A/22/A1/Admn-I-TFR/2001, dt.7-2-2001.
3. Memo.No.303/F3(2)/03-1, dt.1-8-2003 of Fin(W&P) Dept.
4. U.O.No.21429/P&B/05, dt.14-6-2005 of I&CAD (P&B) Dept.
5. G.O.Ms.No.169, Fin(TFR-I) Dept., dt.5-7-2005.
6. Memo.No.16568-B/487/TFR-I/05, dt.6-7-2005.
7. G.O.Ms.No.176, Fin(TFR-I)Dept., dt.14-7-2005.
8. G.O.Ms.No.201, Fin(TFR-I) Dept., dt.2-6-2010.
9. G.O.Ms.No.4, Fin (W&P) Dept., dt.09-07-2012.

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**O R D E R:-**

In the Government Order 8<sup>th</sup> read above, orders were issued in super session of orders issued in G.O.Ms.No.176, Fin(TFR-I)Dept., dt.14-7-2005 and time schedule was prescribed for admission of bills and issue of cheques relating to works programmes/schemes etc., in Pay and Accounts Offices (W&P).

2. In the Government Order 9<sup>th</sup> read above, orders were issued modifying the payment schedule at paras (iii) and (iv) of G.O.Ms.No.201, Fin(TFR.I)Dept., dt.2-6-2010 for making work bills payments. These orders were issued on a pilot basis subject to review after 3 months.
3. In the existing frame work scrutiny of all the work bills has to be invariably completed by 25<sup>th</sup> of the month.
4. Government have reviewed the above arrangement of bills presentation, scrutiny and payment. Since experience shows that most of the bills are received only on the last day for filing and as the last day for token issue is the 19<sup>th</sup> of the month, PAO and his staff will have effective scrutiny time of 6 days only i.e., from 20<sup>th</sup> to 25<sup>th</sup>. On an average around 350 work bills are received in each PAO/APAO Offices every month. Besides physical scrutiny of each work bill, on around 36 scrutiny parameters, the result of the scrutiny is to be posted in online BMS, by the Auditor/ Superintendent/ PAO. This is a time consuming process at every level. Since limited time is available for the most important function of scrutiny for admitting the bills, it is felt necessary to modify the schedule of bills presentation by the DDO and the token issue by PAO/APAO to ensure adequate time for scrutiny.
5. Accordingly the schedule is modified as follows:-
  - DDOs to file the work bills online from 1<sup>st</sup> to 10<sup>th</sup> of the month instead of from 5<sup>th</sup> to 18<sup>th</sup>.
  - PAO/APAO to issue token on physical presentation of bills from 1<sup>st</sup> to 11<sup>th</sup> of the month instead of 5<sup>th</sup> to 19<sup>th</sup>.
  - Scrutiny of bills is done from 12<sup>th</sup> to 25<sup>th</sup> giving 8 additional days for scrutiny.

( p.t.o.)

6. Further in order to ensure payment of work bills as and when they are ready during the payment cycle, the schedule of authorization for payment is modified as follows:

Date of authorization (with the bills ready position on the previous day)	Bills that are authorized
12 <sup>th</sup>	Both Current & Previous month bills which are ready for payment.
15 <sup>th</sup>	
18 <sup>th</sup>	
21 <sup>st</sup>	
23 <sup>rd</sup>	
26 <sup>th</sup>	

7. Whenever the last day happens to be holiday the next working day would be considered as the last day for that purpose.

8. Last date for payment will be 28<sup>th</sup> of the month.

9. The above schedule will be subject to assessment of ways and means situation.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

V. BHASKAR  
PRINCIPAL FINANCE SECRETARY

To

The I & CAD Department.  
The TR&B Department.  
The PR&RD Department.  
The MA & UD Department.  
The E.F. & S.T. Department.  
The Social Welfare Department.  
The Tribal Welfare Department.  
The W, C, D & S.C Department.  
The Home Department.  
The School Education Department.  
The I & I Department.

The Higher Education Department.  
The Director of Works and Accounts, A.P., Hyderabad.  
The Director of Treasuries and Accounts, AP, Hyderabad.  
All the Engineers-in-Chief /Chief Engineers of Irrigation Dept.  
All the Engineers-in-Chief /Chief Engineers of R & B Dept.  
All the Engineers-in-Chief /Chief Engineers of PR&RD Dept.  
All the Engineers-in-Chief of PH Dept.  
All the Joint Directors of Works Accounts (W&P) Dept.  
All the Pay & Accounts Officers/ Asst., Pay and Accounts Officers of W&P Dept.  
The Fin.(TFR.I) Dept., A.P.Secretariat, Hyderabad.

Copy to:-

The Accountant General (A&E), A.P., Hyderabad.  
SF/SCs.

//FORWARDED BY ORDER//

SECTION OFFICER